

# KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY MINUTES

**October 3, 2011**

A meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Division of Occupations and Professions, Frankfort, KY on October 3, 2011.

## MEMBERS PRESENT

Rhonda Edwards, Chair  
Camille Skubik-Peplaski  
Creasa Reed  
Paul Wingate  
Kevin Priddy  
Scott DeBurger

## OCCUPATIONS AND PROFESSIONS STAFF

Julie Jackson, Board Administrator  
Jeremy Horton, Deputy Executive Director

## OTHERS

**Jim Grawe**, Office of the Attorney General

## MEMBERS ABSENT

Laura Strickland, Vice Chair

Rhonda Edwards, Chair, called the meeting to order 9:25 A.M.

John Steffan, Executive Director, with the Executive Branch Ethics Commission, reviewed Ethical Requirements for Members of Executive Branch Boards and Commissions which was issued on May 27, 2008 by Governor Steven Beshear. This review covered topics such as Prohibition Against Self Dealing- No member of a state policy-making or regulatory board or commission, personally or through a business of which the member owns or controls an interest of more than five percent, or by any other person for the member's use or benefit (spouse), may hold or enjoy, in whole or in part, any contract, agreement, lease sale or purchase made, entered into, awarded, or granted by the board, commission, authority, council or committee on which he or she serves- Obligation to Disclose and Abstain and Acceptance of Gifts. Mr. Steffan explained that these ethical requirements are suggested but not required.

## **Approval of Minutes**

Minutes of the September 2011 meeting were presented for the Board's review. Camille Skubik-Peplaski made a motion to approve the minutes as amended. The motion, seconded by, Paul Wingate, carried.

## **Financial Statements & Legal Fees**

The Board reviewed the financial statements for the month ending September, 2011 and legal fees for the month of July, 2011. Camille Skubik-Peplaski made a motion to approve the financial statements and legal fees. The motion, seconded by Paul Wingate, carried.

## **O&P Report**

Mr. Horton discussed the memo regarding the budget process. He requested that the Board advise of any projected budget costs and possible increases as soon as possible. He also discussed the memo regarding the use of investigators from the Office of the Inspector General. They can no longer provide investigative services to the Board. Mr. Wingate suggested using the services of investigators in the Attorney General's office. Mr. Wingate and Mr. Grawe will discuss this option with the AG's office. Mr. Grawe advised that an RFP should be posted as soon as possible.

### **Board Attorney's Report**

Mr. Grawe discussed an email from Booker Johnson regarding billing issues. A motion was made for Ms. Jackson to send a response requesting that the Board be advised of the outcome of the issues.

### **Old Business**

**Development of checklist for audit of supervision logs** – Rhonda Edwards will amend the checklist for supervision logs. Ms. Edwards and Laura Strickland will send a draft of the audit postcard for supervision. Ms. Jackson will send to Ms. Edwards the language on the audit renewal form.

**Q & A** – A revision will be made to reflect the process of audited supervision logs. Mr Grawe will have the ethics & complaint process language written for the Q&A by the November meeting.

### **New Business**

**Application for Kelly Young** – The Board discussed the application for Mr. Young and approved it to go forward for review.

**Application for Lisa Gill** - The Board discussed the application for Ms. Gill and approved it to go forward for review.

**Email from Philip Hogansmith regarding governmental nursing resources** – The email was from Mr. Hogansmith but was written by Gina Holstead. The Board does not approve link to non-governmental (or OT related links if KOTA is linked) private websites.

A motion was made by Paul Wingate to go into closed session. The motion, seconded by Camille Skubik-Peplaski, carried.

A motion was made by Camille Skubik-Peplaski to return to open session. The motion, seconded by Creasa Reed, carried.

### **Pending Complaints –**

**2010-03** – Waiting to receive the signed agreement by mail. The reprimand includes six hours of continuing competence related to billing.

**2011-06** – The committee made a motion to bring formal charges. The motion, seconded by Creasa Reed, carried.

**New Complaints** – None.

### **Electronic Application Approval**

A motion was made by Paul Wingate to approve the applications. The motion, seconded by Kevin Priddy, carried.

### **Application Approval**

A motion was made by Camille Skubik-Peplaski to approve the applications as presented at today's meeting. The motion, seconded by Creasa Reed, carried.

**OT/L:** Tiffany Branon, Ashley Lyons, Lauren Flood, Angelique Wilcox, Jessica Hickey, Mauri Booth, John Gay, Mary Hamm, Jennifer Willis, Mindy Gastineau, Ashley Mize, Bryley Stevens, Justin Bray

**OT/L from another state:** Cynthia Quake-Rapp, Lisa Askew, John Adkins

**OTA:** Konisha Thomas, Brienne Welch, Heather Smith, Kayla Etherton, Mary Brock

**OTA from another state:** Glenda Stiltner, Cristin Wilburn, Norma Thomas, Sara Lippert, Julie Hamilton

**Reinstatements:** Ashlie Holbrook

**Temporary Permits:** Milton Richardson, Velda Owens, Alex Bradshaw, John McHargue

### **DPAM Application Approval**

A motion was made by Kevin Priddy to approve the applications as presented. The motion, seconded by Scott DeBurger, carried.

**DPAM Specialty Certification:** Melinda Hutchinson

**DPAM Supervisors:** Mark Burba

**Continuing Education Approval**

A motion was made by Scott DeBurger to approve the applications as presented. The motion, seconded by Creasa Reed, carried.

Best Practices: Inclusion of Young Children with Disabilities

**Electronically Approved Courses:**

Rehabilitation of the Adult with Traumatic Brain Injury

Current Topics in Healthcare Quality

Conquering Pain

S'Cool Moves

Alert Program: How Does Your Engine Run?

Electrical Stimulation & Ultrasound

**Approval of Travel and Per Diem**

A motion was made by Creasa Reed to approve travel and per-diem for today's meeting. The motion, seconded by Camille Skubik-Peplaski, carried.

**Adjournment**

With all business completed, the meeting adjourned at 11:06 a.m.

The next meeting of the Kentucky Board of Licensure for Occupational Therapy is scheduled to be held at 9:00 a.m. November 3, 2011 at the Office of Occupations and Professions, Frankfort, KY.

Approved by the Board

---

Board Chair, Rhonda Edwards